

TOWN OF MONMOUTH
BOARD OF SELECTMEN
Meeting Minutes – February 26, 2020

PRESENT: Doug Ludewig – Chair, Timothy McDonald – Vice Chair, and Dianna Boisvert (arrived at 6:28 pm) and Harold Jones – Board Member.

ABSENT: Kevin Mulherin – Police Chief and David Shaw – Code Enforcement Officer.

ALSO PRESENT: Linda Cohen - Town Manager, Dan Roy – Fire Chief, and Bruce Balfour – PW Director.

1. Call to Order and Pledge of Allegiance. This meeting was called to order at 6:00 pm by Doug Ludewig – Chair, along with the Pledge of Allegiance.

2. Minutes of February 5, 2020 (Special Meeting) and February 12, 2020. There was only one change made to the February 12, 2020 meeting minutes. That change was made to Page No. 3, Agenda Item No. 14. Departmental Budget Reviews, correct the spelling of “*Cumston Hall*” to read, “*Cumstan Hall*”. The following motion was made.

MOTION: *by Harold Jones, seconded by Timothy McDonald, to move to approve both sets of meeting minutes with the above one (1) spelling correction.*

VOTED: *3-0 (Passed).*

3. Department Head Reports. Dan Roy – Fire Chief thanked all of those who came and attended the funeral for Paul Fox. He stated that it was well attended. They hosted 70 people for refreshments. He also stated that there was a nice article written up and a very fitting photograph. Chief Roy stated that the Fire and Ice Skating Event on Cochnewagan Lake was a huge hit. He reported over 300 people who attended. He reported “*Rescue Boggan Training*” took place last week at the Highmoor Farm with a few members of the Cochnewagan Trailblazers and the Winthrop Ambulance Service involving a response to a snowmobile crash. It was good training. They also visited the new Memorial School (as a walk-through) to learn about the use of safety equipment there. The community supper this year will take place on Sunday, March 15, 2020. He said that this is a friendly competition between both the Fire and Police Departments. This year’s summer beach party will be held on July 11, 2020. The first community meeting regarding this party will be held sometime in the next two (2) weeks.

Bruce Balfour – PW Director reported sand usage at 2,900 yards and salt at 403 tons. He reported Marcia Gray as a new employee at the Transfer Station. Timothy McDonald stated to Bruce Balfour that he has received complaints regarding Cressey Road. It was stated that if it looks feasible, to run pavement over it. Bruce Balfour reported that on April 1, 2020, the hours of operation will change at the Transfer Station. They will revert to the summer schedule of Sunday, Tuesday, Thursday, and Saturday.

Linda Cohen – Town Manager reported that David Shaw was absent at this meeting, due to him being on vacation. Also absent was Kevin Mulherin – Police Chief who was absent due to his wife being sick. Included in the board member packets was the Police Dept. monthly report, as follows. For the month of January 2020, the Monmouth Police Dept. responded to 126 calls for service. Officers conducted 85 motor vehicle stops resulting in eight (8) criminal summonses or arrests. The summonses or arrests were for the following: one (1) OUI; three (3) speeding 30+; two (2) Violation of Bail; and two (2) OAS. Linda Cohen reported that there is a meeting regarding the Monmouth Water Association on Tuesday, March 10, 2020, at 6:30 pm at the Town Office. She reported that the Academy Road work was stopped a month ago. They have submitted for 80 percent of the reimbursement. She also reported that the Town has received four (4) bids for Legal Services.

4. Appointing Representatives to the School Transition Committee. Included in board members packets was an e-mail from Gordon Murray, Director of Buildings and Grounds for the RSU#2, and the cover memorandum from Linda Cohen. This request is regarding the School Transition Committee for closing/turnover of the schools as well as the move into the new building and the assignment for a person to be on the committee that could represent both the Board of Selectmen, as well as the re-use committee. Dawn Hodsdon was mentioned, who is a member of the School Reuse Committee and is willing to serve in that capacity. The following motion was made.

MOTION: *by Timothy McDonald, seconded by Harold Jones, to move to appoint Dawn Hodsdon to the School Transition Committee.*

VOTED: *3-0 (Passed).*

5. Tax Abatement Request. This tax abatement request is from Justin Caron, the current owner of the property located at 70 Highland Terrace. Justin Caron purchased this property June 13, 2018 from 85 Jordan LLC. At the time of his closing, the amount quoted was for only one (1) year, of which he paid. Due to a clerical error on the Town's part, the information given to him was incorrect. There were actually three (3) years due (almost \$3,000) and this lot was also facing foreclosure. As stated in Linda Cohens cover memorandum, this board can choose to deny the request in total, abate part of the taxes and fees, or abate the total amount. There is less than \$100 in interest. Timothy McDonald suggested foregoing the interest and lien. Harold Jones stated that the Town failed to notify that there were back taxes due. Justin Caron has done his due diligence. Harold Jones then made the following motion.

MOTION: *by Harold Jones, seconded by Douglas Ludwig, to move to abate the entire amount.*

VOTED: *2-1 (Passed). (Timothy McDonald – Opposed).*

6. Amending Site Review Ordinance Regarding Solar Projects. Steve O'Donnell – Planning Board Chairperson presented the following overview. He stated that both himself and David Shaw have received inquiries for solar projects in Town. He said that CMP sets limits. Companies are lining up to get in. He said that the Site Review Ordinance has sections for cell towers, etc. He went on to say that the Planning Board has come up with a DRAFT, which was included in board member packets. One (1) of the discussions that the Planning Board had was what happens when they are abandoned. It was suggested to make projects compatible with agricultural. Due to concerns with runoff and water flow, they spoke to Bill Monagle of the Cobbossee Watershed District (CWD). The Ordinance does not address this. For small projects, such as for homeowners, this would be considered as a matter-of-right and would be through a permit from the Code Enforcement Officer. Also reviewed was the elimination of glare, screening from residential development. He said there are no regulations currently. There are definitions. This is to make sure when they happen to lessen the impact. Timothy McDonald commented that the waste is not easy to dispose of. Harold Jones stated that there was a very good job done on the Site Review Ordinance. Steve O'Donnell continued by saying that the Comprehensive Development Committee meets once a month. At their last meeting (February 19, 2020), they reviewed Agricultural & Forestry. Their next meeting is scheduled for Wednesday, March 18, 2020. The following motion was made.

MOTION: *by Timothy McDonald, seconded by Harold Jones, to move to amend the Site Plan Review Ordinance Regarding Solar Projects and to place this on the June 2020 Warrant.*

VOTED: *3-0 (Passed).*

Steve O'Donnell stated that the Comprehensive Development Committee currently does not have minutes derived from their meetings, however, he said they will try to get a summary after each meeting.

It was mentioned that Steve O'Donnell's mom will be turning 107 years old.

Steve O'Donnell reported amendments to the Shoreland Zoning Ordinance. He said there are other issues besides Camp Kippewa.

Dianna Boisvert – Board Member arrived at 6:28 pm.

7. Public Comment. None.

8. Updates from Board of Selectmen Members. Harold Jones mentioned concerns with parking around the Post Office, during major events, such as the Fishing Derby. He would like to see 2-3 spots reserved. He said that residents should be able to access the Post Office. Bruce Balfour suggested maybe to place PW signs. It was determined to discuss this with the Police Chief when he is present.

9. Warrant #18 - Payroll and Payables. Linda Cohen read a listing of items over \$1,000. The following motion was made.

MOTION: *by Timothy McDonald, seconded by Harold Jones, to move to pay Warrant #18 – Payroll \$44,295.59 and Payables - \$522,642.25.*

VOTED: *4-0 (Passed).*

10. Budget Public Hearing. There was no public present for this item. There will be another Public Hearing scheduled. Linda Cohen stated that at this point in the budget process, the numbers are fluid and keep changing.

11. Departmental Budget Reviews:

- **Ambulance Service (Account 3010).** John Dovinsky gave an overview. He stated that there were 342 responses. Their response time is 12 minutes, 34 seconds. The majority of their calls for service were falls. He also

reported that there were 17 traffic accidents over this past year. There were also eight (8) overdoses. He stated that they can obtain 10 doses, per year, of Narcan. They are \$35.00 per dose. It is supply and demand that puts it at \$35.00. He continued by saying that it was a great year working with both the Police and Fire Depts. There were no complaints from anyone in Monmouth. Harold Jones stated that their whole time handling this has been great. John Dovinsky said they have built in more staff time for programs. They have placed \$200,000 in the budget for new equipment. They will be getting a new cardiac monitoring equipment, etc. They will be investing in mechanical CPR devices (uninterrupted continuous CPR) and xlyrnoscopes to make intubation safer. This increases efficiency and man hours. In regards to revenues and investments, he said there is an increase in Uncollectable activity. The ambulance service works with a billing company. This is done proportionally with other towns. He mentioned \$195,000. This is two (2) years with six (6) towns. This is real revenue. When broken down by town – \$65,476 (Monmouth’s for over two years). It is \$32,700 per year for Monmouth. He said that there is a 62 percent reimbursement rate when there is insurance. Monmouth’s average is \$20,287 per year in uncollectables. They have tried to phase-in a fix over the fiscal year. Monmouth’s contract was \$41,450. They went to 2.5 percent and divided that patient number by three (3). This is a new proposal. In prior years, it was absorbed by the Town of Winthrop. It is a fairly common practice to forward on the amount. In closing, John Dovinsky said this year’s budget request is for \$49,234.00. It is a possible four (4) percent increase.

- **Public Works (Account 4010)** – Bruce Balfour stated that both Public Works – Summer and Winter was a duplication. It is not separated this year. Both of these accounts now have been combined to one (1) budget. Line Item Nos. 0106, 0107, 0115, and 0116 all reflect the 2.5% COLA and also includes the 27th payroll. Line Item No. 0242, Maintenance of Public Works Building (two garage bay doors are needed). This was changed from \$10,000 to \$15,000. Line Item No. 0270, Other Cont. Services, which includes roadside mowing/nuisance trapping, an extra \$2,500 was placed in this year’s request. \$10,000 has been placed for Winthrop’s street sweeper, however, there are no concrete numbers from Winthrop. In regards to Vehicle Fuel, the amount needs to go to a revenue account. Linda Cohen stated that they are waiting for fuel bids. There is a total of \$38,560 increase in their budget request, mainly due to wages.

- **Transfer Station (Account 4040)** – Line Item No. 0116, Wages Part Time, the request shows an increase from \$39,500 to \$75,000. This was budgeted for two (2) people, however, it includes three (3) part time employees and the 2.5 percent COLA. Line Item No. 0117, Wages Temporary is for one (1) person to cover vacation, holidays, and comp time. It is a 16-hour work week and this also includes the 27th payroll. Correspondence was received from EcoMaine in regards to the current single sort recycling contract. In its current form, this recycling contract cannot be renewed. Because of China’s decision to ban the import of recycled materials from around the world and the reduction of income, EcoMaine has created a new recycling agreement. They are offering two (2) options: a. A Revenue/Cost Share Program, which is \$115,000 per ton, plus an annual CPI increase not to exceed seven (7) percent in any one fiscal year, plus any applied contamination fees. Or, b. A Flat Rate Program, which is \$145 per ton, plus an annual CPI increase not to exceed seven (7) percent in any one fiscal year, plus any applied contamination fee. With 80 percent, you get back in what has been sold. Line Item No. 0261, Tipping Fees shows an increase from \$51,000 last year to \$81,000 this year. With the contract to change, it was suggested to not pay tipping fees for now. Timothy McDonald suggested to try the new contract for a year. He said to go with the Revenue/Cost Share Program and what we would get back. Harold Jones agreed to trying this for a year. Line Item No. 0274, Wood Removal shows an increase of \$2,500 from \$10,000 last year to \$12,500 this year.

- **Utilities (Account 1160)** – Line Item #0216, Electricity shows a decrease of \$3,000. This is due from the LED changeover. Line Item #0218, Facilities Rental – Hydrants shows a small increase. This Line Item is for the semi-annual payment for 28 fire hydrants. Overall, this year’s request has decreased.

- **CIP (Account 5000)** – Public Works wants to get a new truck. Line Item #6450 PW Equipment is the Line Item showing the plow truck. The Fire Station Parking Lot will be a Special Article on the Warrant. This will be taken from TIF funds. The request is for \$45,000 and is not listed in the CIP. Line Item #6451, Voting Booths shows a request of \$4,662.40. This is for 20 Pak-flatt voting booths to replace the current outdated booths. The old voting booths are dangerous. This will allow the Town to get more booths into the space. Also shown on this year’s request is Line Item #6100, Police Reserve. This shows \$34,000 and is for the Police Chief’s SUV request. Dan Roy asked about including a Transformer in the CIP.

The following motion was made to go into Executive Session.

MOTION: *by Timothy McDonald, seconded by Harold Jones, to move to enter into Executive Session, pursuant to 1 MRSA, Section 405(A), Discussion of Public Employee’s Employment Status at 7:27 pm.*

VOTED: 4-0 (Passed).

12. Executive Session, pursuant to 1 MRSA, Section 405(A), Discussion of Public Employee’s Employment Status. The following motion was made to come out of Executive Session.

MOTION: *by Harold Jones, seconded by Doug Ludewig, to move to come out of Executive Session at 8:44 pm.*

VOTED: 4-0 (Passed).

13. Adjourn. The following motion was made to adjourn the meeting.

MOTION: *by Harold Jones, seconded by Timothy McDonald, to move to adjourn the meeting at 8:44 pm.*

VOTED: *4-0 (Passed).*

Respectfully submitted,

Doreen M. Christ
Recording Secretary - Town of Monmouth